

ELSTREE AND BOREHAMWOOD TOWN COUNCIL  
**MINUTES of the Entertainments Committee – 17<sup>th</sup> March 2011**

Held at Fairway Hall, Brook Close, Borehamwood starting at 19:30 hours.

PRESENT: Cllr. Anne Mitchell - Mayor  
Cllr. Sandra Parnell – Chair  
Cllr. Farida Turner – Vice Chair  
Cllr. Graeme Franklin  
Cllr. Pat Strack

in attendance: Ash Tadjrishi, Events Co-ordinator

- 1 TO RECEIVE ANY APOLOGIES FOR NON-ATTENDANCE AND SUBSTITUTIONS**  
Apologies were received from the Cllr. Hannah David and Cllr. Richard Butler who were attending to other commitments.
- 2 TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 8<sup>TH</sup> FEBRUARY 2011 AS A CORRECT RECORD**  
The Minutes of the Meeting held on 8<sup>th</sup> February were Approved and Signed as a true record.
- 3 TO RECEIVE DECLARATIONS OF COUNCILLORS' PERSONAL AND/OR PREJUDICIAL INTERESTS (IF ANY) RELEVANT TO THE BUSINESS TO BE CONSIDERED**  
No declarations received.
- 4 TO RECEIVE THE REPORT OF THE EVENTS COORDINATOR**  
The committee heard the report of the Events Coordinator. 12 coach trips had been booked with the operator as agreed and the total cost would be within budget. The Events Coordinator would work with the operator in October this year so that the budget can be estimated accurately for the cost of provision for the year 2012/13.  
The Events Coordinator has informed the supplier of this year's fireworks display that they have been awarded the contract for the display again. The theme of the show and further arrangements would be made after the Civic Festival.
- 5 TO RECEIVE AN UPDATE ON THE CIVIC FESTIVAL AND CONSIDER ANY RECOMMENDATIONS**  
Members were updated on planning for the Festival. The catering concession for Families Day has been arranged and booked along with the control caravan, the giant inflatable slide and the wheelies. The general programme is taking shape and the Events Coordinator has met with staff at The Venue to arrange the Fun Pool Party. The Events Coordinator has also met with Heather Walsh and is planning some events in conjunction with Community Action Hertsmere. As the Borehamwood Brass Band are unable to take part in the Parade, members suggested inviting them to attend Families Day. The provider to the Town Council for PA hire was retiring on health grounds and members asked the Events Coordinator to express their heartfelt thanks for his help over the years. Members agreed that the new supplier to be as recommended by the outgoing. The Tennis Courts have been booked for Families Day to allow Elstree Tennis Club to offer some coaching and tennis related fun on the day. Cllr. F Turner has been in contact with the Synagogue with regards to their annual open day and hopes to increase attendance by extending the invitation to the forum of faiths.
- 6 FIRST IMPRESSIONS UPDATE**  
Members received an update from the Events Coordinator on the First Impressions Project.

**7 TO RECEIVE ANY REPORT FROM THE TOWN CRIER SUB-COMMITTEE**

Members heard from Cllr. P Strack regarding the Town Crier. The Events Coordinator has met recently with print service to establish true cost and scheduling. Copy deadlines and print schedules were made available. The Events Coordinator has sent submission guidelines and the copy deadline date for the Summer Edition to the Town Crier emailing list. Many advertisers from the first edition wished to re-advertise and the Town Crier is expected to achieve the targeted advertising income. Articles are being sought from a variety of sources and are being received. Herts. Fire and Rescue service have indicated they wish to raise awareness as have the Neighbourhood Watch. A 'Local Events Guide' has been published on the Town Council website so that local groups can publish details of forthcoming events and activities there if requested.

**8 TO CONSIDER PROVISION OF EVENT UNDER NEW INITIATIVES**

The Events Coordinator is meeting Pastor David Jackson this week to discuss the possibility of holding a 'military tattoo' style event for the Queen's Diamond Jubilee in February 2012. Members asked to be updated at the next meeting of the Entertainments Committee.

**CLOSURE**

Meeting closed at 20.45 hours.

Next Meeting scheduled for Tuesday 5<sup>th</sup> April 2010 at 19:30 hours.

Chair:.....

Date:.....